

JOB FAIR - Academy of Art University

ACADEMY OF ART UNIVERSITY

INTERVIEW DAYS FOR ADMISSIONS REPRESENTATIVE OPPORTUNITIES
MONDAY, DECEMBER 10th & TUESDAY, DECEMBER 11th
HOSTED IN PHOENIX

** Relocation expense support available. All positions reside in San Francisco, CA.

** For those candidates residing outside of the Bay Area, Academy of Art University is offering to pay for the cost of commuting to San Francisco as well as hotel accommodations for qualified applicants. For example, employee would fly to San Francisco at the beginning of the work week and return home at the end.

Academy of Art University is seeking talented professionals for our Admissions Department who have a desire to work hard and the leadership skills to get the job done. As an Admissions Representative, this is your opportunity to work in a fast-paced, dynamic environment and contribute to the success of the largest accredited private art and design school in the nation. We are also hiring for our Undergraduate Admissions Management opportunities.

Main responsibilities and requirements:

- Bachelor's degree – REQUIRED
- Effectively and efficiently guide new students through the enrollment and registration processes
- Consistently demonstrate a commitment to go above and beyond to ensure students are set up for success
- Communicate accurate, current, and comprehensive product knowledge; i.e., information about the Academy's academic programs, resources available to assist students, and policies and procedures
- Maintain a professional environment conducive to providing the best customer service possible at all times

Qualified candidates who are open to working in San Francisco 5 days a week (travel and accommodation costs will be covered) will be given priority consideration.

All candidates who are invited to attend will have an opportunity to meet in-person with an Academy Representative for a preliminary interview.

WHEN: Monday, December 10th & Tuesday, December 11th

WHERE: Radisson Hotel Phoenix Airport

427 North 44th Street – Phoenix, Arizona 85008

HOW TO RSVP:

To show your interest in this event, you must RSVP by visiting our website, www.aaujobs.com, and submitting your resume to the job opening titled "Academy of Art University Interview Day – Hosted in Phoenix". Once you RSVP, further information will be provided.

If you are passionate about Academy of Art University's mission and inspired by providing students the opportunity to achieve their creative goals, please RSVP today to show your interest in our opportunities. Admissions team members receive comprehensive initial and ongoing training to ensure they have all the support needed to excel in effectively inspiring and motivating prospective students to reach their artistic potential.

For further information on all of our job opportunities visit: www.aaujobs.com

Benefits:

Located in San Francisco, Academy of Art University is commuter friendly with easy access to public transportation. Our university shuttle system offers students and employees various routes throughout the city. Employees also have access to our university gyms, athletic team events, and other university

industry events and activities. Eligible employees are offered health insurance, dental insurance, 401k plan, commuter benefit program and the opportunity to take an undergraduate class, tuition free per semester.

Company Description:

Academy of Art University in San Francisco is the largest private art school in the nation and prides itself on its dedication to the career preparation of artists and designers. Students are offered cutting edge curricula for AA, BA, BFA, MA, MFA, M.Arch and Certificate Programs, fusing state of the art technology with academic excellence. The Academy also offers Continuing Art Education programs as well as Pre-College programs. Our highly sought after graduates have been hired by prestigious companies worldwide. As an urban institution, the Academy draws upon and contributes to the cultural wealth of the San Francisco community and fosters a progressive, diverse and creative environment